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Security Information

6 April 1953

~~CONFIDENTIAL~~

MEMORANDUM FOR: Chief, Administrative Staff, NSA

SUBJECT: Report of Management Survey, [redacted]

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1. Submitted herewith is a report of a Management Survey of the [redacted] NSA. This report recommends certain procedural changes for the handling of:

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a. Training Requests

b. [redacted]

c. [redacted]

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d. Initiation of Agent Contracts

e. [redacted]

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2. It is indicated that implementation of these and other recommendations included in the report may well result in \$12,373.40 annual savings and further possible reductions as indicated in Tab L of the report.

3. This report indicates that some of the recommendations contained therein have already been implemented. Due consideration and acceptance of the report and full implementation of the recommendations is urged.

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NO CHANGE in Class. ☐
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By: [redacted]

Asst. Management Officer
(IE/P Complex)

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